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Interim Director

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**BOARD OF SUPERVISORS**

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June 08, 2016

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

24 June 8, 2016

LORI GLASGOW  
EXECUTIVE OFFICER

**APPROVAL TO EXECUTE TWO STD SCREENING, TREATMENT, CASE FINDING, AND EDUCATIONAL SERVICES AND 32 HIV/AIDS HEALTH EDUCATION/RISK REDUCTION PREVENTION SERVICES CONTRACT AMENDMENTS, AND ONE SOLE SOURCE CONTRACT FOR THE PROVISION OF HIV/AIDS HEALTH EDUCATION/RISK REDUCTION PREVENTION SERVICES FOR THE TERM EFFECTIVE JULY 1, 2016 THROUGH JUNE 30, 2017 (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**SUBJECT**

Request approval to execute two STD Screening, Treatment, Case Finding, and Educational Services and 32 HIV/AIDS Health Education/Risk Reduction Prevention Services contract amendments and one sole source contract for the provision of HIV/AIDS Health Education/Risk Reduction Prevention Services for the term effective July 1, 2016 through June 30, 2017.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Authorize and instruct the Interim Director of the Department of Public Health (DPH), or her designee, to execute contract amendments, substantially similar to Exhibit I, that extend the contract term effective July 1, 2016 through June 30, 2017, for the provision of STD Screening, Treatment, Case Finding, and Educational Services, with: 1) AIDS Healthcare Foundation (AHF), Contract Number H-701797, at a total maximum obligation of \$266,500, offset by Centers for Disease Control and Prevention (CDC) STD Assessment, Assurance, Policy Development, and Prevention Strategies (AAPPS) and net County cost (NCC) funds; and 2) Los Angeles LGBT Center (LA LGBT), Contract Number H-701701, at a total maximum obligation of \$614,773, offset by CDC STD AAPPS, CDC Comprehensive HIV Prevention Project (CHPP), and NCC funds.
2. Authorize and instruct the Interim Director of DPH, or her designee, to execute contract amendments, substantially similar to Exhibit II, to 32 HIV/AIDS Health Education/Risk Reduction

(HE/RR) Prevention Services contracts, with the providers identified in Attachment A, that extend the contract term effective July 1, 2016 through June 30, 2017, at a total maximum obligation of \$8,039,700, offset by CDC CHPP, Intra-Fund Transfer (IFT) from DPHs Substance Abuse Prevention and Control (SAPC), and NCC funds.

3. Authorize and instruct the Interim Director of DPH, or her designee, to execute a sole-source contract with Crawford Ministries, Inc. (CMI), substantially similar to Exhibit III, for the provision of HIV/AIDS HE/RR African-American Faith-based Prevention Services, for the term effective July 1, 2016 through June 30, 2017, at a total maximum obligation of \$200,000, 100 percent offset by CDC CHPP funds.

4. Delegate authority to the Interim Director of DPH, or her designee, to execute amendments to the contracts referenced in Recommendations 1 and 2 that extend the term through June 30, 2018 and to the contract referenced in Recommendation 3 that extend the term on a month-to-month basis through March 31, 2018; allow the rollover of unspent contract funds; provide an internal reallocation of funds between budgets up to 25 percent of each term's annual base maximum obligation; and/or provide an increase or decrease in funding up to 25 percent above or below each term's annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

5. Delegate authority to the Interim Director of DPH, or her designee, to execute change notices to all 35 contracts that authorize modifications to or within budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or corrections of errors in the contract's terms and conditions.

6. Delegate authority to the Interim Director of DPH, or her designee, to terminate the contracts during the extension period by providing a 30 day advance written termination notice upon completion of a competitive solicitation process, subject to review and approval by County Counsel.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of Recommendation 1 will allow DPH to execute amendments to contracts with AHF and LA LGBT to extend the contract terms effective July 1, 2016 through June 30, 2017, to continue providing STD case finding, treatment, and educational services using a Community Embedded Disease Intervention Specialist (CEDIS) model, endorsed by the CDC as an alternative approach to using DPH Public Health Investigators. The purpose of STD screening, treatment, case finding, and educational services, including the use of a CEDIS, is to: 1) increase screening and treatment for people at high risk for STDs, per CDC guidance; 2) improve services for STD clients and their partners, including linkage to care; 3) reduce re-infection; and 4) increase community and provider knowledge of STD-related treatment, prevention, epidemiology, and effective policies.

CEDIS staff provide partner elicitation services to each client testing positive for an STD or HIV; provide case-finding, treatment, education, and prevention services to clients testing positive for an STD; ensure that all HIV-positive clients are linked into medical care; and inform DPH staff about each positive STD case and newly identified HIV-positive patient for client centered follow-up activities. Because CEDIS staff are embedded in the community-based organization with which the client has already developed a relationship, they successfully develop rapport with the clients and increase the likelihood of clients being diagnosed and treated within the agency, yielding more

productive elicitation of client's partners who may need STD and/or HIV testing and treatment.

Approval of Recommendation 2 will allow DPH to execute 32 amendments to HIV/AIDS HE/RR prevention services contracts to extend the contract terms effective July 1, 2016 through June 30, 2017, for the continuation of HE/RR activities. These services are key elements of the HIV prevention effort, providing education, awareness, and skills-building to increase knowledge about risk behaviors for HIV, decrease the frequency of those behaviors, and ensure that those individuals living with HIV reduce the probability of transmitting HIV to others. HE/RR services also provide a means to refer persons at high risk for HIV or persons of unknown HIV status to available HIV counseling and testing services. HE/RR sub-modalities include comprehensive risk counseling services, faith-based HIV prevention services, and services for Native Americans.

Approval of Recommendation 3 will allow DPH to enter into a sole source contract with CMI to provide HIV/AIDS HE/RR Faith-based Prevention Services to African-American communities, a service which DPH has been unable to obtain since 2009. Faith-based HIV/AIDS Prevention Services are a modality of the HIV/AIDS HE/RR service portfolio intended to help reduce the number of new HIV infections in Los Angeles County. Faith-based HIV/AIDS Prevention Services play an important role in raising, confronting, deliberating, and changing community norms and attitudes related to a range of HIV-related issues through the active engagement and participation of faith leaders and institutions serving the African-American community. Faith-based HIV/AIDS Prevention Services are also designed to offer support, guidance, and appropriate referrals to individuals in need of HIV education, testing, prevention, or treatment services.

Additionally, HIV/AIDS continues to disproportionately affect the African-American community as the rate of HIV among African-American men is 3.2 times higher than White men and the rate of HIV among African-American women is 9.0 times higher than White women. In addition, despite making up nearly nine (9) percent of the Los Angeles County population, African-Americans accounted for 24 percent of the new HIV diagnoses in 2013.

Approval of Recommendation 4 will allow DPH to execute amendments to all 35 contracts to extend the term, as outlined above; rollover unspent funds; internally reallocate funds between budgets up to 25 percent of each term's annual base maximum obligation; and/or increase or decrease funding up to 25 percent above or below the annual base maximum obligation, effective upon amendment execution or at the beginning of the applicable contract term, and make corresponding service adjustments, as necessary. This recommended action will provide sufficient flexibility to adjust staffing levels and/or program costs. Proposed programmatic adjustments to the contracts can result in increases or decreases in cost greater than 10 percent of the current annual maximum obligation. In anticipation of programmatic adjustments that may result in increased funds to contractors for HE/RR prevention services, DPH is requesting a 25 percent delegated authority to be able to make funding adjustments accordingly and without the need for multiple Board deliberations.

Under the existing CDC STD AAPPS grant, which funds the two STD Case finding agreements, the CDC has required that DPH conduct STD planning activities to determine which STD services require enhancing or restructuring. DPH will need the flexibility to increase current funding to contractors based on the results of this federally-required planning activity, including potentially at a higher level than 10 percent of the annual maximum obligation.

This recommendation will also enable DPH to amend contracts to allow for the provision of additional units of funded services that are above the service level identified in the current contract and/or the inclusion of unreimbursed eligible costs, based on the availability of additional grant funds and grant funder approval. While the County is under no obligation to pay a contractor beyond what is

identified in the original executed contract, the County may determine that the Contractor has provided evidence of eligible costs for qualifying contracted services and that it is in the County's best interest to increase the maximum contract obligation as a result of receipt of additional grant funds or a determination that funds should be reallocated. This recommendation has no impact on NCC.

Approval of Recommendation 5 will allow DPH to execute change notices to the 35 contracts that authorize modifications to or within budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or corrections of errors in the contract's terms and conditions.

Approval of Recommendation 6 will allow DPH to terminate the contracts during the extension period by providing a 30 day advance written termination notice upon completion of a competitive solicitation process.

### **Implementation of Strategic Plan Goals**

The recommended actions support Goal 3, Integrated Services Delivery, of the County's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

The total program cost to extend Contract H-701797 with AHF is \$266,500, consisting of \$206,500 in NCC and \$60,000 in CDC STD AAPPS funds, for the term effective July 1, 2016 through June 30, 2017.

The total program cost to extend Contract H-701701 with LA LGBT is \$614,773, consisting of \$268,500 in NCC, \$253,273 in STD AAPPS, and \$93,000 in CDC CHPP funds, for the term effective July 1, 2016 through June 30, 2017.

The total program cost for the 32 HE/RR amendments is \$8,039,700, consisting of \$3,833,400 in CDC CHPP funds, \$2,305,500 in Center for Substance Abuse Prevention funds through an IFT from SAPC, and \$1,900,800 in NCC, for the term effective July 1, 2016 through June 30, 2017.

The total program cost for the sole source contract with CMI is \$200,000, 100 percent offset with CDC CHPP funds, for the term effective July 1, 2016 through June 30, 2017.

Funding is included in DPH's fiscal year (FY) 2016-17 Recommended Budget and will be requested in future FYs, as necessary.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

DPH is seeking approval to enter into a sole source contract with CMI for Faith-based HIV/AIDS Prevention Services targeted to African-Americans in Los Angeles County. CMI is an organization with a more than 20-year track record of service to the African-American community. DPH recently learned that CMI was interested in greatly expanding its capacity to provide HIV/AIDS faith-based services to address the current gap in service. CMI has substantial experience addressing and confronting health and social issues that impact the African-American community and has

established itself among faith-based institutions as an agent of change and a source of credible and trusted technical assistance.

CMI is an affiliate under the Kingdom Community Development Corporation, a California Non-Profit Community and Economic Development Corporation, established in 2004 to offer an array of health promotion programs in targeted geographic areas (Service Planning Areas: 5, 6, and 8) and to targeted communities (African Americans, Latinos, and youth) throughout Los Angeles County. CMI offers an array of services that includes, but is not limited to: supportive services, counseling and pastoral care, grief and loss services for families, preventive health care, drug and alcohol interventions, interpersonal skills building and social development, educational services, leadership skills development, self-improvement workshops, youth mentoring and psychosocial development programs, and referral services.

Therefore, DPH is recommending a contract with CMI on a temporary, short-term basis to address the critical and immediate need for Faith-based HIV/AIDS Prevention Services targeting African-American communities until such time as it can conclude a competitive solicitation process for these services.

As required under Board Policy 5.100, your Board was notified on May 25, 2016 of DPH's intent to negotiate a sole source contract with CMI.

As required under Board Policy 5.120, your Board was notified on March 29, 2016 of DPH's request to increase or decrease HIV and STD service contract funding up to 25 percent above or below the annual base maximum obligation to allow sufficient flexibility to adjust staffing levels and/or program costs. Under the existing CDC STD AAPPS grant, the CDC requires grantees to conduct STD planning activities that can result in increases or decreases in costs greater than 10 percent.

County Counsel has approved Exhibits I, II, and III as to form. Attachment A provides information about the HE/RR prevention services contracted providers and the 32 recommended amendments.

Attachment B is the Sole Source Checklist signed by the CEO.

## **CONTRACTING PROCESS**

### **STD Screening, Treatment, Case Finding, and Educational Services**

On September 27, 2005, your Board authorized DPH to execute contracts with AHF and LA LGBT Center through June 30, 2008 as a result of a solicitation for the provision of STD screening, case finding, treatment, and educational services. On June 17, 2008, your Board authorized the execution of amendments to extend the terms of the contracts through June 30, 2011. On June 7, 2011, your Board authorized the execution of amendments to extend the terms of the contracts through June 30, 2014.

On June 4, 2014, your Board authorized the execution of amendments to extend the terms of the STD contracts through June 30, 2016.

### **HE/RR and Faith-based Prevention Services**

On September 29, 2009, your Board authorized DPH to execute 34 contracts for the provision of

HE/RR services and one contract for the provision of Faith-based HIV/AIDS Prevention Services, effective October 1, 2009 through June 30, 2014 as a result of solicitation.

Historically, DPH has supported both an African-American Faith-based HIV/AIDS Prevention program and a Latino Faith-based HIV/AIDS Prevention program. In 2009, as a result of a contract non-compliance issue, African-American Faith-based HIV/AIDS Prevention Services were not continued. Despite two competitive solicitations launched in 2009 and 2010, DPH was unable to successfully negotiate an African-American Faith-based HIV/AIDS Prevention Services contract. While DPH currently funds one local provider to deliver Latino Faith-based HIV/AIDS Prevention Services, a gap continues to exist in the delivery of Faith-based HIV/AIDS Prevention Services targeting African-Americans.

In June 2011 and December 2011, AHF and the City of Long Beach, respectively, requested termination of their HE/RR contracts.

On June 4, 2014, your Board authorized the execution of amendments to extend the terms of the HE/RR contracts through June 30, 2016.

Until all new HE/RR and STD screening services are in place, DPH needs to maintain the existing services. To prevent a gap in services, DPH is requesting to extend HE/RR and STD screening services until a Request for Proposals (RFP) can be developed and released for all HE/RR and STD screening, treatment, case finding, and educational services. One RFP has already been developed and released, soliciting proposals for the provision of comprehensive HIV and STD screening, prevention, and treatment services for young men of color who have sex with men and transgender women of color in areas of the County with increased HIV and STD burden. DPH will return to your Board later this calendar year or early in 2017 to request to enter into new contracts for HE/RR services under that RFP. DPH anticipates developing an additional RFP for other target populations that will address any gaps in HE/RR services. An RFP for STD screening, treatment, and case finding is currently in development.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

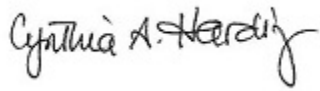
Approval of the recommended actions will allow DPH to continue to provide uninterrupted delivery of HE/RR and STD screening, treatment, case finding, and educational services to Los Angeles County residents.

The Honorable Board of Supervisors

6/8/2016

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Respectfully submitted,

A handwritten signature in cursive script that reads "Cynthia A. Harding".

Cynthia A. Harding, M.P.H.

Interim Director

CAH:lg

#03581

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors

DIVISION OF HIV AND STD PROGRAMS  
HIV/AIDS PREVENTION SERVICES

ATTACHMENT A

Agency and Contract Number		Funding Source and Extended Term				Annual Maximum Obligation	SPA SERVED	Agency Performance
		CDC 7/1/16 - 12/31/16	CDC 1/1/17 - 6/30/17	CSAP 7/1/16 - 6/30/17	NCC 7/1/16 - 6/30/17	7/1/16 - 6/30/17		
HEALTH EDUCATION/RISK REDUCTION (HE/RR)								
1	APLA Health & Wellness PH-001026	\$ 78,750	\$ 78,750	\$ 246,000	\$ 325,200	\$ 728,700	1,4,6	Agency meeting goals
2	Asian American Drug Abuse Program, Inc. PH-001027			\$ 375,000		\$ 375,000	4,6,8	Agency meeting goals
3	Being Alive: People with HIV/AIDS Action Coaliton PH-001028	\$ 93,750	\$ 93,750			\$ 187,500	2,4,5	Agency meeting goals
4	Bienestar Human Services, Inc. PH-001029	\$ 300,000	\$ 300,000			\$ 600,000	2,3,4,6,7,8	Agency meeting goals
5	California Drug Counseling, Inc. PH-001030			\$ 150,000		\$ 150,000	2,3	Agency meeting goals
6	Center for Health Justice, Inc. PH-001031	\$ 96,750	\$ 96,750			\$ 193,500	1-8	Agency meeting goals
7	Childrens Hospital Los Angeles PH-001032	\$ 281,750	\$ 281,750			\$ 563,500	4,6,8	Agency meeting goals
8	East Los Angeles Women's Center PH-001035	\$ 90,000	\$ 90,000			\$ 180,000	4,7	Agency exceeding goals
9	East Valley Community Health Center, Inc. PH-001036			\$ 180,000	\$ 187,500	\$ 367,500	3,7	Agency meeting goals
10	El Centro Del Pueblo PH-001037			\$ 237,000		\$ 237,000	4	Agency meeting goals
11	El Proyecto del Barrio, Inc. PH-001038	\$ 90,000	\$ 90,000		\$ 180,000	\$ 360,000	2	Agency meeting goals
12	Friends Research Institute, Inc. PH-001039			\$ 620,400		\$ 620,400	4	Agency meeting goals
13	Greater Los Angeles Agency on Deafness, Inc. PH-001040	\$ 60,000	\$ 60,000			\$ 120,000	2,4,7	Agency exceeding goals
14	In the Meantime Men's Group, Inc. PH-001041				\$ 229,500	\$ 229,500	6	Agency meeting goals
15	JWCH Institute, Inc. PH-001042				\$ 187,500	\$ 187,500	4,6,7	Agency meeting goals
16	Los Angeles Centers for Alcohol and Drug Abuse PH-001043			\$ 187,500	\$ 100,800	\$ 288,300	3,4,7	Agency meeting goals
17	Los Angeles LGBT Center PH-001044	\$ 112,500	\$ 112,500			\$ 225,000	2,4	Agency meeting goals
18	Minority AIDS Project PH-001045	\$ 150,000	\$ 150,000			\$ 300,000	6	Agency meeting goals
19	Special Service for Groups PH-001046				\$ 250,800	\$ 250,800	4	Agency meeting goals



DIVISION OF HIV AND STD PROGRAMS  
HIV/AIDS PREVENTION SERVICES

ATTACHMENT A

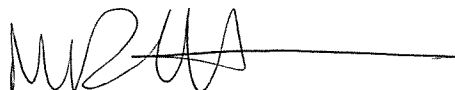
Agency and Contract Number		Funding Source and Extended Term				Annual Maximum Obligation	SPA SERVED	Agency Performance
		CDC 7/1/16 - 12/31/16	CDC 1/1/17 - 6/30/17	CSAP 7/1/16 - 6/30/17	NCC 7/1/16 - 6/30/17	7/1/16 - 6/30/17		
20	Tarzana Treatment Centers, Inc. (SPA 1) PH-001047			\$ 129,600		\$ 129,600	1	Agency meeting goals
21	Tarzana Treatment Centers, Inc. (SPA 2-8) PH-001062			\$ 180,000		\$ 180,000	2,8	Agency meeting goals
22	Valley Community Health Center PH-001048				\$ 126,000	\$ 126,000	2	Agency meeting goals
23	Venice Family Clinic PH-001034	\$ 36,000	\$ 36,000			\$ 72,000	5	Agency meeting goals
24	Westside Family Health Center PH-001049				\$ 187,500	\$ 187,500	5	Agency meeting goals
		\$2,779,000		\$ 2,305,500	\$ 1,774,800	\$ 6,859,300		
COMPREHENSIVE RISK COUNSELING SERVICES (CRCS)								
25	AIDS Project Los Angeles PH-001051	\$ 63,000	\$ 63,000			\$ 126,000	4 ,6	Agency meeting goals
26	Bienestar Humans Services, Inc. PH-001052	\$ 113,400	\$ 113,400			\$ 226,800	4,6,7,8	Agency meeting goals
27	Friends Research Institute, Inc. PH-001053				\$ 126,000	\$ 126,000	4	Agency exceeding goals
28	Special Service for Groups PH-001054	\$ 50,400	\$ 50,400			\$ 100,800	4,8	Agency meeting goals
29	The Wall Las Memorias Project PH-001055	\$ 50,400	\$ 50,400			\$ 100,800	3,6,7	Agency meeting goals
30	Watts Healthcare Corporation PH-001056	\$ 63,000	\$ 63,000			\$ 126,000	6	Agency meeting goals
		\$680,400		\$ -	\$ 126,000	\$ 806,400		
FAITH-BASED								
31	The Wall Las Memorias Project PH-001057	\$ 100,000	\$ 100,000			\$ 200,000	1-8	Agency meeting goals
		\$200,000		\$ -	\$ -	\$ 200,000		
HE/RR NATIVE AMERICAN								
32	APLA Health & Wellness PH-001058	\$ 87,000	\$ 87,000			\$ 174,000	1-8	Agency meeting goals
		\$174,000		\$ -	\$ -	\$ 174,000		

**GRAND TOTAL**    \$ 3,833,400    \$ -    \$ 2,305,500    \$ 1,900,800    \$ 8,039,700

<b>TOTAL BY FUNDING SOURCE</b>	CDC	\$ 3,833,400
	CSAP	\$ 2,305,500
	NCC	\$ 1,900,800
	<b>TOTAL</b>	<b>\$ 8,039,700</b>

**SOLE SOURCE CHECKLIST**

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS</b> <b>Identify applicable justification and provide documentation for each checked item.</b>
	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. Monopoly is an <i>"Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist."</i>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
✓	<p>➤ Services are needed to address an emergent or related time-sensitive need.</p> <p>Historically, DPH has supported both an African-American Faith-based HIV/AIDS Prevention program and a Latino Faith-based HIV/AIDS Prevention program. In 2009, as a result of a contract non-compliance issue, African-American Faith-based HIV/AIDS Prevention Services were not continued. Despite two competitive solicitations launched in 2009 and 2010, DPH was unable to successfully negotiate an African-American Faith-based HIV/AIDS Prevention Services contract. While DPH currently funds one local provider to deliver Latino Faith-based HIV/AIDS Prevention Services, a gap continues to exist in the delivery of Faith-based HIV/AIDS Prevention Services targeting African-Americans. Additionally, HIV/AIDS continues to disproportionately affect the African-American community, despite making up nearly 9% of the Los Angeles County population, African-Americans accounted for 24% of the new HIV diagnoses in 2013.</p> <p>DPH is seeking approval to enter into a sole source contract with CMI for Faith-Based HIV/AIDS Prevention Services targeted to African-Americans in Los Angeles County. CMI is an organization with a more than 20-year track record of service to the African-American community. DPH recently learned that CMI was interested in greatly expanding its capacity to provide HIV/AIDS faith-based services to address the current gap in service. CMI has substantial experience addressing and confronting health and social issues that impact the African-American community and has established itself among faith-based institutions as an agent of change and a source of credible and trusted technical assistance.</p>
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.) In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.




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 Chief Executive Office

5/26/16

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 Date